

DEPARTMENT OF TRANSPORTATION
DIVISION OF MOTOR VEHICLES
BUILDING 3, CAPITOL COMPLEX
CHARLESTON, WV 25317

DAVIS AND ELKINS COLLEGE

PART I - TO BE COMPLETED BY APPLICANT

Name of Applicant _____

Name(s) of owner(s) exactly as shown on current registration for vehicle you wish to register:

Name(s)			Telephone Number	
Present Street Address			Current License Plate Number	
City		State	Zip	Title Number
Model Year	Make	Vehicle Identification Number		

INSURANCE INFORMATION

Effective date of Insurance Policy: From _____ To _____

Name of Insurance Company _____

Agent _____ Policy Number _____

I hereby state that there is a motor vehicle liability policy in effect on the described vehicle in accordance with provisions of the West Virginia Motor Vehicle Laws and certify that the statements made are true and correct to the best of my knowledge and belief under penalty of false swearing, West Virginia Code §17A-9-1; Fraudulent Applications.

Signature of Applicant

Date _____

PART II - CERTIFICATION OF ELIGIBILITY BY ORGANIZATION

Davis and Elkins College certifies that the above named applicant is eligible to receive a special organization plate.

Signature of qualifying official

Date _____

Printed name of qualifying official

PLEASE SEE REVERSE SIDE FOR INSTRUCTIONS

INSTRUCTIONS

1. Please complete Part 1 of the application. The vehicle on which the plate will be placed must be a Class A (passenger car or truck). The vehicle must be currently titled in West Virginia. Leased vehicles are eligible for this plate.
2. There are no restrictions on the number of special license plates you may obtain.
3. Attach a check for \$55 made payable to **Davis and Elkins College**.
4. The \$55 check will cover the cost of the license plate for the first year or portion of the first year. These plates will expire July 1 of each year. This is a flat fee for all applicants and is not prorated.
5. DMV will mail you a renewal notice, and your renewal will be processed by DMV. Your organization is not involved in the renewal process. The renewal fee will be \$45 per year.
6. Please call your organization if you have any questions.
7. Mail your application and your check to:

*Office of College Advancement
Davis and Elkins College
100 Campus Drive
Elkins, WV 26241*

DO NOT MAKE YOUR CHECK PAYABLE TO DMV

DO NOT MAIL OR BRING YOUR APPLICATION TO THE DIVISION OF MOTOR VEHICLES